

**VILLAGE OF COTTAGE GROVE  
VILLAGE BOARD OF TRUSTEES  
Monday, April 17, 2017**

**MINUTES**

**1. Call to order**

The April 17, 2017 regular meeting of the Village Board of Trustees was called to order at 6:30 p.m. by Village President Jack Henrich.

**2. Determination of quorum and that the agenda was properly posted.**

It was determined that there was a quorum of members present and that the agenda was properly posted. Village Board members present were: Troy Allen, Kyle Broom, Jack Henrich, Harvey Potter, John Williams. Jennifer Pickel arrived at 6:38 p.m. Alex Jushchyshyn was absent and excused. Staff present were Village Clerk Lisa Kalata, Administrator Matt Giese, Village Treasurer Deb Winter, Village Planner Erin Ruth and Public Works and Utilities Director JJ Larson.

**3. Pledge of Allegiance.**

**4. PUBLIC APPEARANCES** – *Public's opportunity to speak about any subject that is not a specific agenda item.*  
None

**5. Discuss and consider the minutes of the regular Village Board meeting of April 3, 2017.**

**Motion** by Allen to approve the minutes of the regular Village Board meeting of April 3, 2017 with the following correction of second sentence under Peer Court Steering Committee to read "There are not a lot of cases for 2017 at this time", seconded by Potter. **Motion** carried with a voice vote of 5-0-0.

**6. New Business**

**a.** Discuss and consider operator's licenses for the following:

i. Lara Selje – Stop-n-Go

ii. Joshua Hammer – The Farm Golf Course

**Motion** by Henrich to approve the operator's licenses for Lara Selje and Joshua Hammer, seconded by Broom.

**Motion** carried with a voice vote 5-0-0.

**b.** Annual report of building permits

Giese explained that per the code the annual building permits report is to be presented to the board, so moving forward this will be an annual report. This will also give you the board the value of the permits for the Village, this year it was just about \$11,000,000. Broom also thanked Tom Viken the Building Inspector for his service.

**7. Reports from Village Boards, Commissions & Committee**

**7.I. Public Works & Properties Committee**

Larson reported that Encore development was present to give an overview of their subdivision. Mike Maloney, Village Engineer gave an update on the R.G. Huston bid for the Seldal Plat. There was a discussion on drop off site for brush which is still being worked out.

**7.II. Emergency Government Committee**

Allen reported that they did not have a regular meeting they had a tabletop exercise. There will be two more exercises this year as well.

**7.III. Community Development Authority**

Ruth reported that the CDA committee has been working on the Economic Development chapter of the Comprehensive Plan and should have a final draft at the next meeting.

**7.IV. Plan Commission**

**a. Discuss and consider request from Wisconsin Bank & Trust to rezone the property located at 580 N. Main Street from PB, Planned Business to CB, Central Business.**

**Motion** by Henrich to approve the request from Wisconsin Bank & Trust to rezone the property located at 580 N. Main Street from PB, Planned Business to CB, Central Business, seconded by Allen. **Motion** carried with a voice vote of 6-0-0.

**b. Discuss and consider proposed site plan submitted by Wisconsin Bank & Trust for the redevelopment of the property located at 580 N. Main Street.**

**Motion** by Pickel to approve the proposed site plan submitted by Wisconsin Bank & Trust for the redevelopment of the property located at 580 N. Main Street with the conditions from Plan Commission and Village Engineer, seconded by Potter. Motion carried with a voice vote of 6-0-0.

**7. V. Parks, Recreation & Forestry Committee**

Pickel reported that the parks survey has been closed and there were 492 responses, the results are posted on the village website. Arbor Day plantings will be April 28<sup>th</sup> with the Cottage Grove students. The Learn to Ride event will be April 29<sup>th</sup> at Northlawn Park. The first Music in the Grove will be May 18<sup>th</sup> at Dublin Park.

**8. Reports from Village Officers:**

- a. Troy Allen-Thank you to Kyle, Alex and Jennifer for their service on Village Board
- b. Kyle Broom-I have enjoyed my service and congratulations to new officials and thank you to staff for always being helpful and thank you to the board for always answering questions. I'm very happy with the growth of Cottage Grove. Thank you everyone.
- c. Alex Jushchyshyn-Absent
- d. Jennifer Pickel- Thank you Troy and as I wrap up 6 years of service tonight, I really wanted to accomplish something in my time. I feel that we have with all the new hires, completion of Dublin Park and of course the Police Department. I appreciate the work that we have done as a board, I feel that we have worked to make those accomplishments happen.
  - i. Update of current activities involving the Monona Grove School District Track in in full swing and doing well. The musical was fantastic and wrapped up this last weekend. Also, an early congratulation to the class of 2017.
- e. Harvey Potter- Thank you to Kyle, Jennifer and Alex for years of service it has been a pleasure working and getting to know all of you. Reminded that there is still one more meeting on Thursday for Deer-Grove EMS.
- f. John Williams -Appreciate Jennifer, Kyle and Alex being around and Harvey as well. Good Luck and look forward to seeing you in the Community.
- g. Jack Henrich- Thank you to all for the service, it is a good experience.
- h. Attorney Lee Boushea- People really do not understand the time that the Trustees put in for the Village, thank you we really do appreciate the service.
- i. Administrator Matt Giese- Thank you to all the current Board member for their service, and looking forward to working with new board members as well. Parks and Recreation have been working for a while to promote health and wellness. Reese and Sean have put together a Biggest Loser competition with staff and after a few weeks there has been a combined loss of about 20%. There will be an orientation meeting next Monday, April 24 at 5:30 p.m.
- j. Director of Planning and Development Erin Ruth- Thanks to Kyle, Alex and Jennifer and welcome back to Lee.
- k. Police Chief Dan Layber- No report

**9. Communications and Miscellaneous Business**

- a. Consider approval of vouchers

**Motion** by Pickel to approve the Village portion of the vouchers in the amount of \$81,386.12 seconded by Potter. The check sequence goes from check #42030 to check #42090. **Motion** carried with a voice vote of 6-0-0.
- b. Correspondence-None
- c. Future agenda items

**10. Adjournment**

**Motion** by Pickel to adjourn at 6:56 p.m., seconded by Broom. **Motion** carried with a voice vote of 6-0-0.

**Lisa Kalata, Clerk**

**Village of Cottage Grove**

**Approved: May 1, 2017**

**These minutes represent the general subject matter discussed in this meeting but do not reflect a verbatim documentation of the subjects and conversations that took place.**